

# **WELCOME** to **The Elementary School**

An Information booklet for *Grade 1-Grade 5*  
Students



**The American School of Rotterdam**  
Verhulstlaan 21  
3055WJ Rotterdam

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## School Staff

Director:	Mr. G. Gamble
Elementary Principal:	Mrs. A.M. Blitz
Grade 1:	Ms. S. Graham
	Ms. N. Ballantyne
Grade 2	Ms. E. Sherritt
	Ms. F. Blaauw
Grade 3:	Ms. N. Yamamoto
Grade 4:	Ms. J. van Cleve
Grade 5:	Ms. T. Forbes
Music teacher:	Mr. E. Gibson (Pre-K1- Grade 2)
	Mr. P. Dailly(Grade 3-5)
Art teacher:	Mr. D. Blackburn
Computer teacher:	Ms. C. Le Mieux
P.E. teacher:	Mr. J. Wah
Dutch teacher:	Mr. R. Temminck
	Ms. D. Benard
French teacher:	Ms. S. Lubow
ESL teacher:	Ms. S. Moroney
	Mrs. B. Gilby
Librarian:	Mr. S. Shipman
Counselor:	Ms. K. Driver

## Support Staff

Business Manager:	Ms. M. Josey
Finance & HR Officer	Ms. S. Dinse
	Ms. B. Mooring
Admissions:	Mr. G. Gamble
	Mrs. A. Blitz
	Ms. K. Driver
Adm. Assistants:	Ms. S. Lolling-Homma &
	Mrs. A. George-Kelso
Transportation:	Mrs. S. Lolling-Homma.
Nurse:	Mrs. L. Chambers
Concierge:	Mr. R. Falling &
	Mr. P. de Nies

Dear Parents,

I would like to extend my welcome to all students and parents. It is my hope that each student will succeed in academics and extra-curricular activities, as well as in their own personal development during this 2009-2010 school year.

Information regarding various school policies, student life and services will also be addressed in this booklet. If you have any questions regarding the information in this book, please bring it to the attention of the class teacher or myself. We are here to help you in any way that we can. You will also receive a copy of the Elementary and General Handbook. This book contains information pertaining to general policies within the Elementary school.

Parents make an act of faith when they place the education of their children in our hands. The school is deeply aware of this responsibility and appreciates the confidence that parents have in our professionalism. The professional staff of the school has adopted a Code of Ethics; the preamble of which states that:

"The educator believes in the worth and dignity of people. He / She recognizes the supreme importance of the pursuit of truth, devotion to excellence, and the nurture of democratic citizenship. He / She regards as essential to these goals the protection of all. The educator accepts his / her responsibility to practice his / her profession according to the highest ethical standards.

The educator recognizes the magnitude of the responsibility he / she has accepted in choosing a career in education, and engages him / herself, individually and collectively with other educators, to judge his / her colleagues, and to be judged by them, in accordance with the provisions of this code."

I wish you and your children a challenging and positive school year.

Sincerely,

Anne-Marie Blitz  
Elementary Principal

## Special Circumstances

### **Absence**

If your child is unable to attend school, please inform the school office before 9:00 on that day. It is also very important for you to inform the transportation coordinator if your child uses the school bus.

Please try to encourage your child to be in school every day. If your child is absent for more than 20 school days during the year, the staff and administrators will seriously review whether he/she should be promoted to the next grade.

- **Please note that taking children out of school for a vacation is strongly discouraged.**

### **Birthday Parties**

Invitations for birthday parties may be given out at school if invitations are given to all students. Invitations are given for boys only or girl only parties. If you would like to send in a treat for your child's birthday, please contact the classroom teacher at least one week in advance so that they can make time during the day (preferably in the afternoon) for a short celebration. It is very important to plan in advance because of the different class schedules.

## First Aid, Illness and Allergies

### **First Aid**

The school has a qualified nurse who is situated on the ground floor beside the Reception. Parents are automatically notified of a head injury or a serious illness or injury requiring further treatment.

In the event of a serious accident involving your child, you will be notified immediately. It is therefore very important that the school office has your telephone number(s).

If it is necessary for your child to go to the hospital, the school has a very good relationship with the St. Franciscus Gasthuis, telephone no. 010 - 4616161.

## **General Health and Allergies**

The school nurse and the class teacher need to be informed of any relevant health problems such as allergies, asthma, and diabetes. If your child has to use medicine daily, eg. asthma inhalers, it is advisable to leave one with the school nurse.

Please be sure that you fill in a health form upon your arrival in school. If there is any change in circumstances eg. update of vaccinations etc during the year, the school should be informed.

We want to do everything in our power to ensure your child's well-being while he/she is at our school.

## **Parent and Teacher Conferences**

Parent teacher conferences are held twice a year. The first one takes place after the 1<sup>st</sup> quarter on the 28<sup>th</sup> and 29<sup>th</sup> of October 2009. The second conference will be held on February 17<sup>th</sup> and 18<sup>th</sup>. Please note that these conferences are by 'request only'. This means that a conference will only be scheduled if the parents or teacher requests it. If you need to speak to a teacher at any other time during the year, please do not hesitate to call the school or email them and an appointment can be made.

## **Report Cards**

Report cards go home at the end of each quarter. In Grades 1 and 2 there are four levels of achievement that are indicated on the Report Cards. A PLUS and MINUS system will also be used with some letter grades.

**E** indicates an excellent progress of mastery of skills.

**G** indicates good progress of mastery of skills.

**S** indicates a satisfactory progress of mastery of skills.

**N** indicates a needed improvement towards mastery of skills.

In grades 3, 4, and 5 the following **Achievement** Grades apply:

## **Elementary Guidelines for Achievement Marks (A, B, C, D, U)**

### **A-Excellent**

- Consistently exceeds instructional goals
- Produces outstanding work
- Demonstrates new and different ways to solve problems
- Applies newly-gained understanding to different assignments

### **B-Above Average**

- Occasionally exceeds instructional goals
- Produces good work
- Independently applies problem-solving skills
- Occasionally applies newly-gained understanding to different assignments

### **C-Average**

- Successfully meets instructional goals
- Produces satisfactory work
- Applies problem-solving skills with teacher direction
- Successfully demonstrates understanding of concepts

### **D-Below Average**

- Rarely meets instructional goals
- Produces work of poor quality
- Inconsistently applies problem-solving skills
- Demonstrates limited understanding of concepts

### **U-Unsatisfactory**

- Does not meet instructional goals
- Does not produce assigned work
- Does not apply problem-solving skills
- Does not demonstrate understanding of concepts

In grades 3, 4 and 5 the following '**EFFORT**' grades also apply:

1 indicates an excellent effort  
2 indicates good effort  
3 indicates average effort  
4 indicates poor effort

E indicates excellent progress  
G indicates good progress  
S indicates satisfactory progress  
N indicates needs improvement

## **Elementary Guidelines for Effort Marks (E,G,S,N)**

### **E-Excellent**

- Consistently goes beyond established goals for achievement and contributions
- Consistently transfers, applies, and expands skills
- Routinely applies problem-solving and critical-thinking skills across areas of the curriculum
- Consistently shows originality, creativity, and intuitive thinking beyond standard expectations

### **G-Good**

- Often goes beyond established goals for achievement and contributions
- Frequently transfers, applies, and expands skills
- Often shows originality, creativity, and intuitive thinking beyond standard expectations
- Generally applies problem-solving and critical-thinking skills across areas of the curriculum

### **S-Satisfactory**

- Meets expected goals for achievement and contributions
- Transfers skills with teacher direction
- Applies problem-solving and critical-thinking skills across areas of the curriculum with teacher direction
- Demonstrates some originality, creativity, and intuitive-thinking in completing assignments

### **N-Needs Improvement**

- Has difficulty/does not meet established grade-level goals for achievement and experience
- Seldom understands, transfers, or applies skills
- Rarely applies problem-solving and critical-thinking skills across areas of the curriculum

- Infrequently shows originality, creativity, or intuitive thinking skills in completing assignments

**EFFORT MARKS** characterize the student's initiative and participation.

In Grade 5 students will be assessed in a variety of ways including oral participation, quizzes, tests, performance rubrics, and various assignments and projects.

### **Grading Scale for Tests and Quizzes**

100-97%	A+
96-93%	A
92-90%	A-
89-87%	B+
86-83%	B
82-80%	B-
79-77%	C+
76-73%	C
72-70%	C-
69-67%	D+
66-63%	D
62-60%	D-
59 and below	F

### **P.E. Program**

Grade 1 students will be required to wear a pair of non-black sole shoes to use on the PE floor. These shoes will be kept in the classroom so your child can have them for each PE class.

Grades 2-5 Uniforms are mandatory. The uniforms can be purchased from the front office. The cost of the uniforms will be 20 euro, 10 euro for shorts and 10 euro for the t-shirt. You might consider buying two sets of uniforms so your child has a clean pair available at all times. Your child will not be able to participate in P.E. if they do not have their uniforms. When

the uniform is lost, a new one will need to be purchased. It is highly recommended that you label your child's clothing with his or her name and grade. Students also need a pair of indoor gym shoes to change into for P.E. These shoes should have white bottom soles.

Every Friday **Grade 1 through Grade 4** will go swimming. Please remind your child to bring a towel and swimsuit on that day.

## Swimming Program

The school swimming program will be organized differently in the upcoming school year, 2009-2010. Last year, the Dutch swimming program began offering swimming diplomas to students in Kindergarten through 4th grade. This was a change from previous years when the swimming diplomas were offered only to 3rd and 4th grade students. As a result, there were a number of children who have already completed the diploma courses, yet still were attending the swimming classes. To remedy the problem, next year the children who have already received these diplomas will work with Mr. Wah in a separate program, while their classmates continue to work on their A and B diplomas. Mr. Wah's swimming experience includes: 5 years teaching elementary swimming, and 2 years coaching the swim team at an International School in Malaysia. The program will have 4 main elements: stroke work, water safety, pool games and activities, and basic life-saving skills.

## Parent Volunteers

During the year each class will celebrate several events and help from parents would be greatly appreciated. Please let the classroom teacher know if you would be willing to be an 'extra helper' for special events.

## Field Trips

During the year, each class will go on field trips. Grades 1-5 have some interesting and exciting field trips planned. More information regarding these trips will be given out at Open House on Thursday September 10. The trips are usually all day and packed lunches are required or can be purchased for 3 Euros on the day of the field trip. Please let the classroom teacher know a few days in advance if you would like to purchase a bag lunch for the field trip. Each class will need parent volunteers for field trips, please let the classroom teacher know if you would be interested in helping out on the day.

## Snack

Students will have a snack time before lunch at 10:00-10:15. Because it is before lunch, (and to encourage healthy eating habits) students are asked to only bring in **HEALTHY** snacks. Please send in snacks such as fruits, nuts, cheese, crackers, pretzels, granola bars, rice etc... Cookies, chips or carbonated drinks will not be allowed during this time. If a student brings in a snack that is not healthy, it will be sent home. The purchasing of snacks in the cafeteria is not allowed, nor is the sharing of snacks between students.

## Statement of Intent

The American International of Rotterdam is committed to providing a caring, secure, positive and respectful environment in which students can learn and develop as individuals and where adults can help them to do so. AISR's Community of Respect actively supports all behaviors, which enhance learning and support the development of healthy interpersonal relationships.

### AISR GOLDEN RULES

Show **RESPECT** for others

Be **CARING** towards others

Show **RESPONSIBILITY** with all your actions.

**COOPERATE** with others at all times

Show **TOLERANCE** in your actions towards others

Be **HONEST**, tell the truth at all times

Show **APPRECIATION** for AISR

**BELIEVE** in yourself

